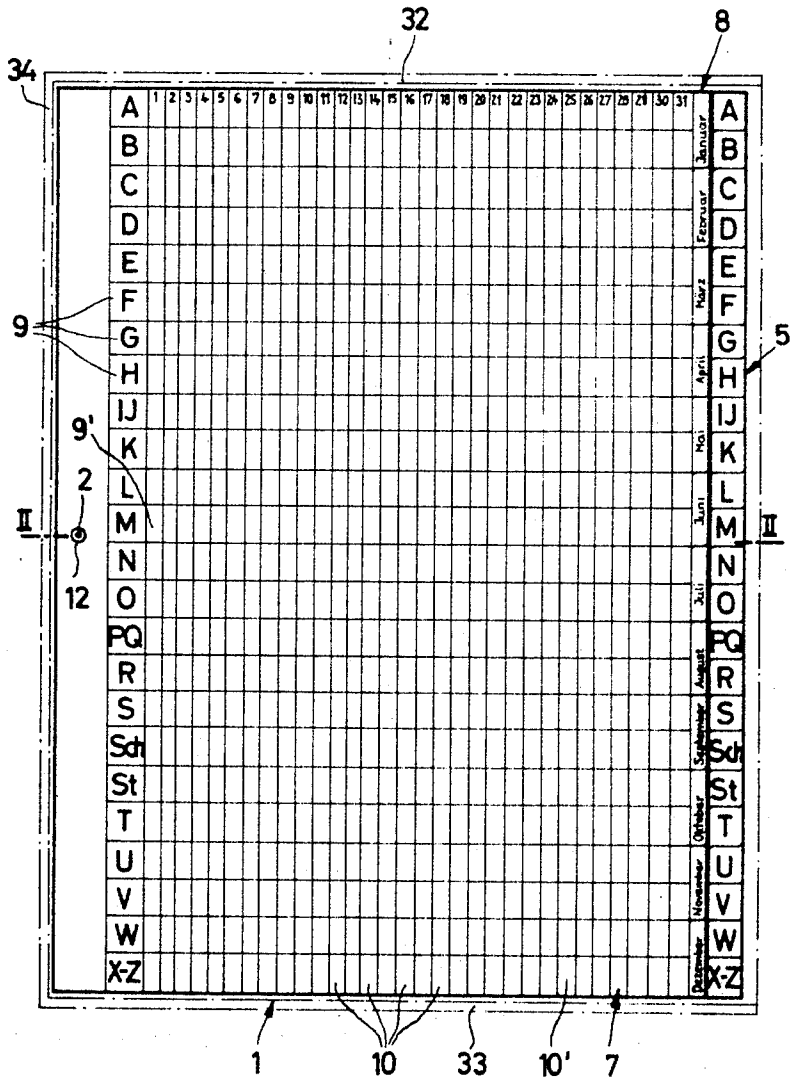
Aug. 5, 1969 W. LENNARTZ 3,460,159

FILE FOLDER HAVING A PLURALITY OF POCKETS

Filed March 22, 1967 3 Sheets-Sheet 1

FIG. 1



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FILE FOLDER HAVING A PLURALITY OF POCKETS

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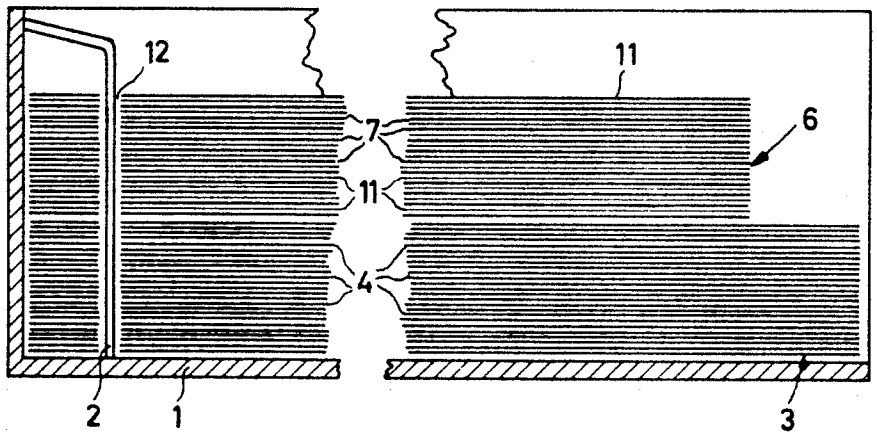
FIG. 2



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FILE FOLDER HAVING A PLURALITY OF POCKETS

Filed March 22, 1967 3 Sheets-Sheet 3

FIG. 3

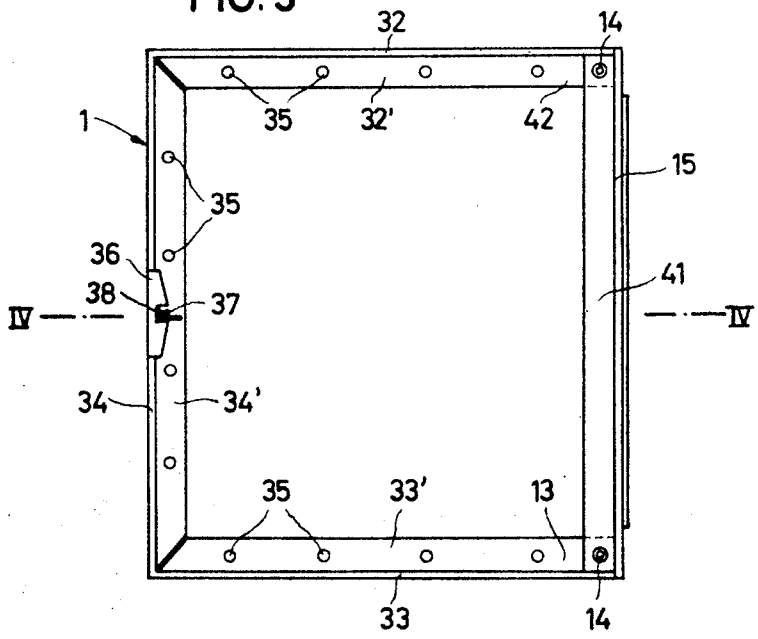


FIG. 4

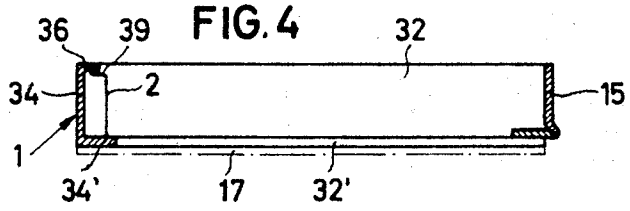
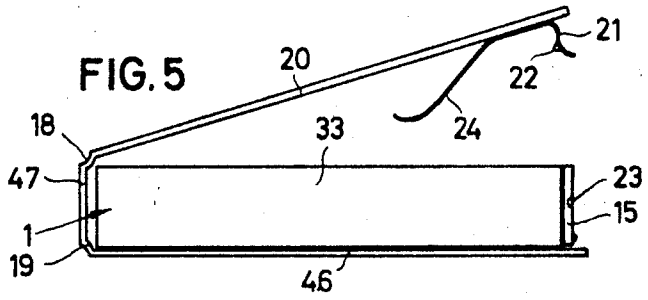


FIG. 5



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FILE FOLDER HAVING A PLURALITY OF POCKETS

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U.S. Cl. 40—104.05 8 Claims

ABSTRACT OF THE DISCLOSURE

A document container having a frame with a plurality of pockets therein, formed by insert sheets. The container preferably has a first group of insert sheets therein provided along one edge thereof with an alphabetically constructed letter tab. A second group of insert sheets is positioned on top of the first group and is provided with a tab along one edge thereof identifying the months of the year. Each sheet of said second group is provided with a parallel set of alphabetically organized letter dividing lines thereon and is further provided with a second set of lines thereon transverse to said first set, said second set of dividing lines identifying the days of the months. Each sheet of said second group is further provided with a removable transparent sheet thereover, the transparent sheet being approximately the same size as the index sheet and being capable of being written on so as to record thereon the transactions which either need to be or have been performed.

This invention relates to a paper goods or document container having a plurality of pockets formed by insert sheets, for example, for alphabetical presorting of papers.

Known paper goods containers of this type are files, letter-files or letter baskets which have insert sheets constructed as an alphabetical index so that the papers which must be presorted can be filed in the pocket marked by the corresponding letter according to the name of the account or process. Each paper goods container of a certain type is thereby manufactured by a special construction so that extensive manufacture and storage is required.

The basic purpose of the invention is to construct by simple means a paper goods container of the type discussed above so that said paper goods container can be used again each year as a time index or other identification device and wherein said folder is of a simplified construction.

To attain said purpose the invention provides that the insert sheets are constructed as index sheets provided with identification marks thereon and with each insert sheet having a transparent sheet to be written upon arranged thereon. This makes it possible, to collect all loose papers to be worked on within a single paper goods container and to have control thereover merely by taking one glance or look at the transparent sheet. It is especially advantageous in that the paper goods container can be used unchanged and in the same manner year after year. The transparent sheets provided with the respective marks must only be exchanged for new sheets. The transparent sheets of the passed year which are filled with writing can be stored for a suitable period of time and are proof for having taken care of the acts or procedures on time. A specially favorable embodiment of the paper goods container is as a date control, which is achieved according to the present invention by having a first group of insert sheets provided at the open edge thereof with an alphabetically arranged letter tab. A second group of

insert sheets is provided with a month index, and is further provided with an alphabet letter dividing line and a dividing line to identify the days of the months on each sheet thereof. Each sheet of said second group has arranged thereon a transparent sheet for writing upon.

Good control and easy working of the paper goods container can be achieved if the insert sheets of the first group are wider than the sheets of the second group by at least the width of the tab edge, with said second group being arranged on top of said first group.

The manufacture of the paper goods container can be extensively simplified by basing its construction on a basic shape, which shape comprises a basic structural part having a U-shaped frame with the sides or strips thereof arranged in upright position, said strips having legs extending perpendicularly away from the lower edges in a direction toward the inside of the frame, whereby one end of a wire piece positioned approximately parallel to one of the strips is secured to the middle leg thereof, the other end of the wire being locked in a recess in the strip, said recess being opened at the edge.

The embodiments of the invention are illustrated in the drawings, wherein

FIGURE 1 is a top view of the paper goods container,

FIGURE 2 is a cross-sectional view of the container along the line II—II of FIGURE 1,

FIGURE 3 is a top view of a basic type of the paper goods container,

FIGURE 4 is a sectional view of the frame along the line IV—IV of FIGURE 3,

FIGURE 5 is an end view of the frame having the form of a letter-file.

A curved wire piece **2** (FIGURES 1 and 4) used as a paper holding device is provided in the frame **1**, said rod receiving insert sheets of the file folder. In the embodiment of FIGURE 1, the frame **1** of a paper goods or document container is illustrated only in dash-dotted lines.

A first group **3** of insert sheets **4** has a column of tabs **5** at its right edge. Each sheet **4** has a lettered tab so that said tab column **5** forms an alphabetical index. Pockets which are in alphabetical order are thus formed between the sheets **4** to receive loose papers, such as correspondence, offers, bills and the like.

On top of the first group **3** of insert sheets **4**, there is arranged a second group **6** of sheets **7** which sheets are narrower than the sheets **4** by the width of the tab column **5** and have a column of tabs **8** showing the months. Each insert sheet **7** is provided with a tab indicating one month of the year. There are twelve insert sheets **7** provided so that the tab column **8** includes the months of one year.

Each insert sheet **7** has alphabetically arranged letter rows **9** which extend perpendicularly to the tab column **8**. Furthermore each insert sheet is provided with columns **10** identifying the days of the month, which lines extend parallel to the tab column **8**.

A transparent sheet **11** having a surface roughness capable of being written upon lies on each insert sheet **7**, said sheet **11** having approximately the size of the insert sheets **7**. All sheets **4**, **7** and **11** have a hole **12** through which they receive the wire piece **2**.

The type of frame **1** will be described more in detail later. A paper goods container which is similar to a letter-file or the like can be used.

Furthermore, it must be emphasized that the sheets in FIGURE 2 are illustrated thicker than same are in reality to ensure a better understanding. The wire piece **2** must of course be sufficient length so that a great amount of paper can be collected in the pockets between

the insert sheets 4. Otherwise, the structure of the wire piece is of no importance in this invention. It would also be possible to provide two such wire pieces.

The following method can be adapted to use the paper goods container: Assuming that a bill of the Müller Company comes in, which bill must be paid by January 25. In this case the clerk marks, by using any convenient symbol, the upper transparent sheet 11 in the column 10' (25th day of the month) in the area of the transverse row 9' of the letter M. The bill from Müller is then filed in the respective pocket of the letter M, said pocket being formed by sheets 4.

The incoming correspondence, bills etc., are thus sorted and their dates are recorded at the same time.

The clerk has thus an overall picture of all the dates for a month and has the papers on which work must be done, sorted and on hand.

As soon as the clerk has done his work, for example having paid the above-mentioned bill of Müller, he will again mark the respective square, for example, by a second symbol crosswise to the first symbol so that control of the work which has been done and which still has to be done is readily possible merely by observing the transparent sheet 11 with the markings thereon, thus eliminating mistakes At the end of the year, the sheets 11 which contain the sysmbols are taken from the paper goods container and are replaced by new blank sheets. By this simple measure the paper goods container can be used again for the next year without any further change.

As illustrated in FIGURES 1, 3 and 4, the paper goods container has a frame 1 which is the basic structural part of said container. The container is formed by strips or sides 32, 33, and 34 bent into the shape of a U, said strips being arranged in upright standing position. Each side or strip 32, 33 and 34 has a leg 32', 33' and 34' respectively at its lower edge, said legs extending perpendicularly away therefrom. Said frame can for example be made of sheet metal which, after a punching process, is rounded-off and bent into shape.

The legs 32', 33' and 34' have receiving holes 35 therein. Said holes can also be put into the metal during the punching process if desired. The strip 34 which forms the base of the U-frame 1, has an angle piece 36 arranged thereto at the upper edge thereof, said angle piece having a recess 38 opening at the edge thereof and being overlapped by a hook 37. The elbow-shaped end 39 of the wire piece 2 is made of spring wire and be resiliently bent so that it can be locked in said recess 38, the lower end of same being secured to the leg 34'. Said sceuring can be done by known means, for example by means of a bore.

The frame 1 is sufficiently strong so that it resists bending or twisting. The rigidity of said frame can further be improved if, according to the embodiment of FIGURES 3 and 4, a hinged band or member 41 is affixed for example by rivets 14 to the open ends 42 and 13 of the legs 32' and 33'. A flap or shutter 15 is hinged in a known manner to the band 41, said shutter closing the U-frame on its open side. FIGURE 4 illustrates how, by securing a base 17 (illustrated in dash-dotted lines) to the legs 32', 33' and 34', the frame 1 can be formed or converted into a letter basket in a simple manner

FIGURE 5 illustrates how, by simple means, a paper goods container in the form of a letter-file can be constructed out of the frame 1, said paper goods container being able to store not only punched and unpunched papers but also insert sheets according to FIGURE 2 since the paper goods container can be closed.

As illustrated in FIGURE 5, the legs 32', 33', and 34' are secured, for example, to a rear container cover 46 by means of rivets (not shown) passing through holes 35. The rear cover 46 and top cover 20 are interconnected by a back 47 and respective hinges 18 and 19. A resilient tongue 21 is secured to the inner side of the file cover 20, said tongue gripping around the flap 15 of the frame 1 when the paper goods container is closed. A nose 22 attached to said tongue 21 engages in a recess 23 of the flap 15. The tongue 21 is made of resilient material, for example of a relatively thin spring-band steel. Said tongue is formed with a press pad extension 24 thereon which, when the paper goods container is closed, presses the inserted papers against the rear cover 46 and thus prevents the papers from getting out of order.

The height of the strips 32, 33 and 34 of the frame 1 depends, according to the embodiment of FIGURE 5, on the holding capacity of the paper goods container, namely on the width of the back 47. If these are containers which are carried in briefcases and the like, the strips are constructed accordingly narrow.

Furthermore, the frame 1 can also be constructed of plastic rather than sheet metal if so desired.

The embodiment of the invention in which an exclusive property or privilege is claimed are defined as follows:

1. A combination document container and document register comprising:

a U-shaped frame and at least three groups of insert sheets having at least one fastener hole along one edge thereof, fastening means secured to the U-shaped frame and releasably receivable in the hole in the groups of insert sheets to secure the insert sheets to the frame;

a first group of insert sheets, each sheet of the first group having a tab thereon at spaced intervals along the edge opposite the fastener hole to define a column of tabs, each tab having a letter of the alphabet thereon;

a second group of insert sheets, each sheet of the second group having a tab thereon at spaced intervals along the edge opposite the fastener hole thereon to define a column of tabs, each tab having a month of the year thereon, each sheet of the second group having a tabular division thereon consisting of a plurality of rows headed by alphabetically arranged letters and a plurality of columns headed by numerically arranged days of the month, the columns being arranged transversely to the rows;

a third group of transparent insert sheets, a single sheet of the third group being associated with each sheet of a second group and having a surface roughness thereby permitting a writing thereon whereby the third group of insert sheets may be written upon using the tabular division on the second group of insert sheets, which is visible through the transparent sheets of the third group, as a guide to record a document transaction.

2. The combination document container and document register defined in claim 1, wherein the insert sheets of the first group are wider than the insert sheets of the second and third groups by at least the width of the columnar tab margin.

3. The combination document container and document register defined in claim 1, wherein the U-shaped frame comprises a pair of upright and parallel sidewalls and a back wall each having an L-shaped cross section with one leg of the L-shaped sidewalls and back wall extending horizontally and the other leg extending vertically; and

wherein the fastening means is a wire extending substantially parallel to the back wall and is fixedly secured at one end of the horizontal portion of the back wall and is releasably secured at the other end to lock means fixed to an edge of the vertical portion of the back wall opposite the horizontal leg.

4. The combination document container and document register defined in claim 3, including a flap hingedly secured to the free ends of the parallel sidewall of said U-shaped frame.

5. The combination document container and document register defined in claim 4, wherein the flap is hingedly secured to the inner side of the rear cover adjacent the free ends of the parallel sidewalls of the U-shaped frame.

6. The combination document container and document

register defined in claim 3, including front and rear covers, the U-shaped frame being secured to the inner side of the rear cover with the fastening means located adjacent the interconnecting back wall between the front and rear covers.

7. The combination document container and document register defined in claim 6, wherein the inner side of the front cover is provided with a resilient tongue engaging the outer surface of the flap when the flap is in an upright and closed position, the flap having a recess in the outer surface thereof, the tongue having a nose portion releasably engageable with the recess in the flap to lock the front cover in a closed position; and

wherein the tongue has a resilient extension extending toward the back joining the front and rear covers for urging the insert sheets and documents accommodated therein against the rear cover when the front cover is in the closed position.

8. The combination document container and document register defined in claim 3, including a bottom wall secured to the horizontal portions the side walls and back wall of the U-shaped frame; and

wherein the wire fastening means serves for the ordered attachment of all three groups of the insert sheets.

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JEROME SCHNALL, Primary Examiner

U.S. Cl. X.R.

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